

## Minutes of Clungunford Parish Council

**May 2019**

The annual meeting of Clungunford Parish Council was held on **Wednesday 18th May 2019 at 6.00 pm** in the Village Hall.

**Present:** Chairman: Cllr Jonathan Roberts. Cllr Anne Gledhill; Cllr Elizabeth Lyster; Cllr Maureen Rooney; Cllr John Elliott; Cllr Mary Bason; Cllr Neville Rollason; Cllr Mike Tucker.

**Attending:** County Cllr Nigel Hartin

**Clerk:** Mr Max Maxwell

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### **Business**

#### **1 – Election of chair and deputy**

Cllr Roberts was elected as chair and Cllr Tucker as deputy.

#### **2 – Apologies**

Cllr Keith Arbery sent apologies as he is on vacation.

#### **3 – Minutes of the last meeting**

These were agreed as accurate and signed by the chair.

#### **4 – Matters arising from the last minutes**

Cllr Roberts updated the council on discussions to acquire active speed signs. The current proposal is to share costs with Clun, Bucknell and Clunbury Parish Councils.

#### **5 – Register of Interests**

The chair reminded members to update any changes to their register of interests. The clerk can provide the appropriate form.

#### **6 – Annual Financial Report**

The annual financial report was agreed and the chair thanked Joe Rooney for the internal audit. A payment for grass cutting was not made last year and the council agreed to pay Jim Gell £100 for this service.

The following actions relating to assets were agreed:

- Bus shelter – historically this has been registered as owned by the village hall. The title will be changed to the parish council.
- Word processor – to be scrapped
- Old laptop – to see if it can be donated to anyone

#### **7 - Annual Governance and Assurance Report**

The council agreed that it met the criteria for audit self-certification. The chair read through the governance statements and the council agreed it has been compliant. The forms were signed by the chair and the clerk.

#### **8 - Standing Orders**

The council agreed to adopt new standing orders. The clerk will circulate a version based on the NALC standard model.

## **9 - Financial Regulations**

The council agreed to adopt financial regulations. The clerk will circulate a version based on the NALC standard model.

## **10 - Review of Committees**

Council committees were reviewed. The Internal Audit Review Committee will continue with Cllr Tucker as chair and Cllrs Rollason and Arbery as members. The clerk will work with the chair to update terms of reference.

The council agreed to continue with an *ad hoc* planning committee to which planning business can be delegated. This will be called as required and will compose of a minimum of five council members. Any one of these members can refer business back to the full council if they wish.

## **11 - Representation on outside bodies**

Local Joint Committee representation is no longer required as this forum is disbanded. No councillors wished to represent the council at local SALC committees.

## **12 - Planning matters**

The council noted that planning decision granting 17/04546/EIA (validated: 03/10/2017) for poultry sheds at Hopton Heath has been published.

Cllr Roberts indicated that there is a reasonable chance that this decision is open to Judicial Review and an opinion from legal counsel will be now be sought. The claimant in legal proceedings will be Cllr Roberts and he will provide an indemnity to the parish council to protect it from any loss.

Legal opinion will be provided within 42 days of the publication of the permission and Cllr Roberts will update the council on progress.

## **13 - Bishops Castle Place Plan**

Cllr Roberts provided a report on a meeting regarding the Bishops Castle Place Plan, which includes Clungunford. The village hall had been included in the infrastructure needs but this may need to be reviewed in light of recent changes at the hall. The council agreed that the playing fields/village green should still be raised as an infrastructure requirement.

## **14 - Correspondence**

The council noted correspondence from Shropshire Council regarding consultation on travel assistance for students and nursery. The council had responded to this out of committee to object to the changes.

The council considered correspondence regarding defibrillators in the parish and discussed the possibility of obtaining a second defibrillator to be sited at the Hopton Heath end of the parish. As the site needs a public electrical connection the railway station was suggested as a location. Cllr Tucker will look into this possibility. Training on the use of the defibrillator has not occurred for some time and Cllr Bason agreed to arrange new training.

## **15 – Finances**

The following payments were agreed:

- Renew HOWTA newsletter subscription
- SALC affiliation fee 2019 - £171.37

## **16 - Parish matters**

The following parish matters were raised:

- Repair work to potholes on the Twitchen lane has failed and the problem is as bad as before.
- The council noted that metal fingerposts were the responsibility of the county council to maintain but there was no objection to individuals tidying them up at their own risk;
- Cllr Tucker informed the council of work at Hopton Heath station that may alter access arrangements;
- Hedges at the water plant opposite the Bird on the Rock tearoom are once again a hazard to turning traffic. The council will ask if they can be removed permanently.

**Action:** clerk to raise with the appropriate authorities

17 - The date of the next meeting was set as Wednesday 10<sup>th</sup> July 2019 at 8pm.

The meeting ended at 7pm

**Max Maxwell**

**Clerk to Clungunford Parish Council**

1 Church Row  
Clungunford  
Craven Arms  
Shropshire  
SY7 0PU.

[clungunfordparishcouncil@gmail.com](mailto:clungunfordparishcouncil@gmail.com)

[www.clungunford.com](http://www.clungunford.com)